

Proposal Checklist
Regional Integrated Pest Management Grants Program

Each proposal submitted to the Regional IPM Grants Program must include the following forms and information before processing of the award can proceed:

- [] **Application for Funding** (specialized for IPM): Must be signed by Principal Investigator and appropriate institutional representative(s).
- [] **Table of Contents**
- [] **Executive Summary**: Should be one page or less and be a non-technical description of the project and its significance to end-users and the general public.
- [] **The Problem, Background, and Justification**
- [] **Objectives**
- [] **Approach and Procedures**
- [] **Cooperation and Institutional Units Involved**
- [] **Key Personnel**
- [] **Budget** (specialized for IPM): Annual and summary budgets are required for each cooperating institution and subcontractor. Must be signed by Principal Investigator, Budget Officer, and Extension Director if the award includes S.L. 3(d) funds for Extension activities.
- [] **Budget Narrative**
- [] **Assurance Statement** (CSREES-662)
- [] **Current and Pending Support** (CSREES-663)
- [] **NEPA Exclusions Form** (CSREES-1234)
- [] **Research Resume** (CRIS AD-416): Only needed if proposal requests funding for research (P.L. 89-106). See <http://ctr.uvm.edu/cris/forms.htm> for further information and the form.
- [] **Classification of Research** (CRIS AD-417): Only needed if proposal requests funding for research (P.L. 89-106) The "Manual of Classification of Agricultural and Forestry Research" (Revision V) should be used when completing this form. See <http://ctr.uvm.edu/cris/forms.htm> for further information and the form.

Procedures for proposal submission are provided in the Requests for Proposals for each of the four regions (North Central, Northeast, South, West); RFPs are listed at <http://www.reeusda.gov/ipm/regrants.htm>.

Please contact the appropriate Regional IPM Grants Manager if you have any questions regarding submission of proposals to the Regional IPM Grants Program:

North Central Region: Dr. Eldon Ortman, 765-494-8363 or eldon_ortman@acn.purdue.edu

Northeastern Region: Dr. John Ayers, 814-865-7776 or jea@psu.edu

Southern Region: Dr. Bobby Pass, 606-257-7450 or bpas@ca.uky.edu

Western Region: Dr. Nick Toscano, 909-787-5826 or ntoscano@ucrac1.ucr.edu